



Public Library District

BOARD OF TRUSTEES
Regular Meeting

15 March 2011

1. Call to Order & Roll Call-7:02 PM

Trustees Present: Marlow, Peters, Spencer, Uza, Bell
Trustees Absent: Dixon, Mays-Browne

2. Recognition of visitors

Sheila Adams, Circulation Manager
Jackie Satterfield, Bookmobile Clerk

3. Approval/adjustment of agenda

MOTION TO APPROVE THE ADJUSTMENT OF THE AGENDA

Motion: Trustee Spencer Ayes: All
Second: Trustee Uza Nays: None
Absent: Trustee Dixon, Mays-Browne

4. Visitors comments on agenda items

5. Consent Agenda (action for all)

- A. Approval of Minutes: 15 February 2011
- B. Treasurer's Report
- C. Bills Claimed List

- Director Parker discussed the bills claimed list in detail.

MOVE TO ACCEPT THE CONSENT AGENDA, WITH CHANGES INCLUDING THE FEBRUARY 15, 2011 BOARD MEETING MINUTES, THE JANUARY 2011 TREASURER'S REPORT AND ALL BILLS CLAIMED LISTS FOR FEBRUARY 2011.

Motion: Trustee Uza Ayes: All
Second: Trustee Peters Nays: None
Absent: Trustee Dixon, Mays-Browne

6. New Business

A. Bookmobile White Paper

- Visitors Sheila Adams and Jackie Satterfield attended the board meeting to discuss the features of the bookmobile.
- Trustee Bell asked if there would be any major changes to prevent the bookmobile from operating for the next 5 years. Ms Satterfield indicated that there are no major changes anticipated.
- Director Parker and Ms. Satterfield stated that they would begin to research the cost of updating the exterior of the bookmobile.

B. Identity Protection Act Policy

- Trustee Spencer had a concern regarding the paperwork that was being handled by the staff and the banks requirement for the social security cards and mother maiden names for all signors on the bank accounts
- Director Parker will investigate the training requirement for the Identity Protection Act Policy
- Move to Old Business for April.

C. Personnel Policies Review, Advancement to Family Military Leave

- Discussed policies
- Will be moved to Old Business for April.

D. Staff Salary Schedule

- Director Parker discussed the revised staff salary schedule. The Glenwood-Lynwood library salaries are low as compared to the other libraries in the southeast suburbs.
- Trustee Peters suggested that they look at the median salaries of the employees instead of the average salaries in deciding the increase for the staff salary survey.
- Trustee Spencer suggested taking into consideration the percentage of the operating budget for the libraries that Glenwood-Lynwood is being compared to.
- Move to Old Business for April.

E. Meeting Room Rental White Paper

- The trustees discussed the meeting room rental in detail and the board decided that the rental of the meeting room would be used for civic, cultural and educational purposes only.

7. Director's Report

- The Laconi Banquet is April 15, 2011. All interested in attending, please let Director Parker know.

8. Communications

- Letter from Virginia Wilson – Glenwood Resident, on how helpful the computer lab staff is.

9. Adjournment

MOVE TO ADJOURN AT 9:21 PM

Motion: Trustee Peters Ayes: All
Second: Trustee Uza Nays: None
Absent: Trustee Dixon, Mays-Browne